

**JOINT MEETING OF THE
NEW SHOREHAM SEWER AND WATER COMMISSION**

Monday May 23rd, 2016 at 4:00pm

Town Hall, Old Town Rd, Block Island

PRESENT were SEWER Commission members: Peter McNerney (Chair), Steve Draper (Vice-Chair), Tom Doyle, Kathy Szabo and Martha Ball.

PRESENT were WATER Commission members: Tom Doyle (Vice-Chair), Terri Chmiel, Steve Draper, Martha Ball and Peter McNerney.

ABSENT were Commission members: Kathy Szabo and Brad Marthens.

ALSO PRESENT were: Sewer Superintendent Chris Blane, Water Superintendent John Breunig, Legal Counsel David Petrarca, Administrative Assistant Kara Stinnett, Carol Silverman and Lars Trodson(BI Times).

With a quorum present the meeting was called to order at 4:02 p.m. by P. McNerney.

JOINT SEWER AND WATER DISTRICT

1. Discussion and potential action regarding abatement request for Hill at Mill Pond

Carol Silverman, owner of Hill at Mill Pond customer number 362 attended the meeting and wrote the Commission a letter stating that she had two leaks over the winter, one in January that used 17,000 gallons and one in April that used 20,000 gallons, which have now been fixed and she would like an abatement for sewer usage as it did not go into the sewer system. Breunig proposed that she be forgiven for January's full usage, but April, which usually has a small usage, he suggested forgiving 18,000 gallons. Breunig also discussed with Carol and it was decided that they would seasonally shut off the water so problems like this do not happen in the future.

Motion made by P. McNerney to forgive Januarys usage fees in the amount of \$187.34 and Aprils usage fees in the amount of \$495.90.

Motion seconded by T. Doyle.

Ayes: 5 (McNerney, Doyle, Draper, Szabo and Ball) Nays: 0 Abstain: 0

2. Discussion and Potential Action regarding Annual Adoption of Reserve Policy

The Commission agreed that the policy looked appropriate.

Motion made by T. Doyle to approve the Annual Adoption of the Reserve Policy. Motion seconded by S. Draper.

Ayes: 5 (McNerney, Doyle, Draper, Szabo and Ball) Nays: 0 Abstain:

3. PUBLIC HEARING:

- **Discussion and Potential Action regarding the Adoption of the FY 2017 Sewer District Budget, including any revisions, to be put before the electors of the Annual Financial Meeting on June 20, 2016.**

Two versions of the sewer budget were handed out; one version with the 1.5% rate increase and one without. There was a lengthy discussion on whether there should be a rate increase. Chmiel who was unable to attend the meeting wrote a letter for the Commission stating that she did not feel there should be a rate increase this year especially when there is not a clear cut reason for the increase. Ball agreed as well as Kathy; stating that she thinks the users should be given a break after the major increase over the past few years. Several other board members feel it should be raised as they do not want to end up where they have been in the past. Draper feels the 1.5% is too small of an increase and it should be more around 5%.

Motion made by P. McNerney to adopt the 1.5% rate increase for FY2017. Motion seconded by S. Draper.

Ayes: 3 (McNerney, Draper and Doyle) Nays: 2 (Ball and Szabo)

Abstain: 0

Motion made by P. McNerney to adopt the whole sewer budget for FY 2017. Motion seconded by T. Doyle.

Ayes: 4 (McNerney, Draper, Doyle and Ball) Nays: 1 (Szabo)

Abstain: 0

- Discussion and Potential Action regarding the Adoption of the FY 2017 Water District Budget, including any revisions, to be put before the electors of the Annual Financial Meeting on June 20, 2016.**

M. Ball had asked what the final decision on the salary increase was. It was decided that it would be the same 2.5% increase that the Union had gone with.

Motion made by P. McNerney to adopt the Water budget FY 2017. Motion seconded by T. Doyle.

Ayes: 5 (McNerney, Draper, Doyle, Szabo and Ball) Nays: 0 Abstain: 0

4. Discussion and Potential Action regarding Annual Election of

Officers.

It was discussed and everyone likes the positions they are in and the boards agreed to keep the current position holders as follows:

Sewer Chair: Peter McNerney

Sewer Vice-Chair: Steve Draper

Water Chair: Brad Marthens

Water Vice-Chair: Tom Doyle

5. Discussion and Potential Action regarding Approval of April 11, May 9, and May 16, 2016 minutes.

Motion made by T. Doyle to approve minutes of April 11th, 2016.

Motion seconded by K. Szabo.

**Ayes: 4 (Ball, Draper, Szabo and Doyle) Nays: 0 Abstain: 1
(McNerney)**

The May 9th minutes were tabled till next month as not enough members of that meeting were present.

Motion made by P. McNerney to approve the minutes of the May 16th, 2016. Motion seconded by K. Szabo.

**Ayes: 5 (Ball, Draper, Szabo, McNerney and Doyle) Nays: 0 Abstain:
0**

SEWER DISTRICT

6. Engineer's Report

• FY 2014 Sewer Grant Project Summary.

Item tabled till later date.

7. Discussion and Potential Action regarding Sewer Financials and Aging.

• Tax Sale update

Petrarca stated we are currently down to three properties. The next deadline for the tax sale is June 3rd. If payments have not been received by then they will get charged for the next step in the process which is a title exam.

8. Sewer Operations report.

Blane stated that process levels were well above permit. Ed Altieri was here to perform his annual calibrations. They removed and replaced an old pump motor and sent the old one to be fixed and kept as a spare. Cardi arrived and worked on and finished the manhole cover repairs.

9. Review and Act on the Sewer District Parking Lot Lease

The parking lot lease was discussed. Petrarca stated he would take a look at the old lease and see if there are changes he would like to make to it and bring it to the next monthly meeting for the commission to look at M. Ball agreed this was a good idea. The Commission discussed the possibility of a rent increase as well; Draper felt it should be increase by about 3-4%. McNerney said he would speak with Ned Phillips to see where he stands and if he would like to renew. K. Stinnett said she had spoken to Phillips earlier in the month and he said he would like to renew his lease and asked to be on an upcoming agenda.

10. Discussion and potential action regarding manhole covers

The Commission discussed sending the final letter to DOT stating that the manhole covers have been finished and they are up to the standards of the Commission. It was also discussed to write a letter to DOT stating that the Commission would like to be reimbursed for costs associated with the manholes including, legal fees, engineer fees and repair costs.

Motion made by P. McNerney to send a letter to DOT stating that the Commission has accepted the repairs but also to request that the Commission be reimbursement for the monies spent on repairs, legal fees and engineering fees. Motion seconded by S. Draper.

Ayes: 5 (Ball, Draper, Szabo, McNerney and Doyle) Nays: 0 Abstain: 0

11. Acknowledgement of Award received by the WPCF from the NWPCA

The Sewer Superintendent was proud to announce that the Plant has received a silver award for consistent permit compliance in 2015. Blane said he was very proud of his guys and stated that they work hard to meet these achievements.

12. Discussion and Potential action regarding the service building apartments

The locks had previously been changed when the new tenant had moved in. A set of keys to the new locks was requested to be kept in the office for emergency purposes. The Commission agreed this was a good idea. T. Chmiel would be informed to drop off a set to the

WPCF office.

WATER DISTRICT

13. Discussion and Potential Action regarding Water Financials and Aging.

Finance Director Land could not attend the meeting. Breunig stated he was happy with both financials and aging, most of the large balances have been paid down and the Water Company is in good shape. Szabo had a question on customer 432. Breunig stated that was a penalty charge for quite a while ago that still has not been taken care of.

14. Water Operations report.

Breunig reported that fiscally things were looking good. Flows were up slightly from last year. Breunig wanted to thank the town road crew for clearing the well easement. He also stated that he and Petrarca have been working on new Rules and Regulations to comply with DOH. RO3 project is moving right along and the Hygeia has now been added as a fire customer.

ANNOUNCEMENTS AND OPEN FORUM.

15. Commissioners' Announcements.

McNerney announced that the Sewer Commission had received there letter back from the DEM in reference to their inspection of the Sewer Plant last August and no deficiencies were found.

16. Public Comment for items not on the agenda.

No comments.

17. Adjournment.

MOTION was made by P. McNerney to adjourn the meeting at 05:16

p.m. Motion seconded by T. Chmiel.

Aye: 5 (McNerney, Ball, Draper, Doyle and Szabo) Nay: 0 Abstain: 0

Respectfully Submitted,

Kara Stinnett

ACCEPTED: 6/20/16

The New Shoreham Sewer and Water Districts are an equal opportunity provider and employer

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send you completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.